

***TOWN OF NEWFIELDS BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, DECEMBER 12, 2006***

The meeting was called to order at 6:35pm. Selectmen present were: Janet Smith, James McIlroy, and Wes Moore. Others present were: Reuben Hull, Cathy Rumford, Don Doane, Mark Bouzianis, Melissa Lattman, Chief Reed, Lt. Gould, Officer Lampi and Maureen Smith.

Reuben informed the Selectmen that Janet from the State approved the new design for the handicapped ramp at the Town Hall and that he has sent the information out for pricing. Wes emphasized that the ramp needs to be re-done as soon as possible. Reuben said that he would put up a construction fence around the current ramp until construction begins on the re-building of it.

The three blocks of granite that are at Reuben's home are ready for pickup by the Highway Department. Reuben will assist in the loading of the granite onto the vehicle for transport.

Reuben also spoke about the proposed bicycle lane from the Irving Station in Newmarket to the lights on Route 108 in Newfields. This is a state funded project and Newmarket will oversee the project. Newfields will have responsibilities on the project and will be involved in contractor approval and the design process. Reuben offered to be the representative to Newmarket from Newfields and stated that his charges for the time required would be paid by Newmarket.

This is part of the state's ten year plan to build a bicycle path around Great Bay. The path will be 4 feet wide on both sides of Route 108 and will not interfere with any future development along Route 108. It is also the state's way of trying to get more bicycles on the road and fewer automobiles on the road. Reuben does not know when the entire project will be completed. James asked if New Bridge would be affected and Reuben said no.

Wes would like to have the contract reviewed by Town Counsel before the Selectmen sign it. The other Selectmen agreed and the contract will be forwarded to Fran Lane for review.

Reuben will have Newmarket write an amendment to the contract regarding Newfields involvement in the design process.

Cathy Rumford met with the Selectmen to discuss the Deputy Treasurer position. At this time she only has to cover for the Treasurer a couple of times a year and is happy with

the work she is doing now for the Town. The Selectmen asked if she is interested in eventually replacing Don. Cathy will speak with Don about the time commitment required and will get back to the Selectmen.

Don joined the meeting and the Selectmen said that the Town could be in a difficult situation if Don leaves the position. The Town wants someone to learn the system being used by the Town and all of the nuances of the job. Don said that the bank reconciliation takes about four to five hours per month and the check run weeks take about five hours. This time should be cut back with the new software system for the Town.

Cathy said that she would like to remain as backup for Don and is willing to learn the new system, but feels she cannot commit to the Treasurer position.

The prudent thing is to have someone ready to take over from Don. The Selectmen will search for a replacement, but keep Cathy as backup. They will commit to begin the search in early 2007.

The Selectmen asked if Don or Cathy have any recommendations for a replacement for Don. Neither had any choices.

The Selectmen emphasized to Don that he is doing a great job, but they need to look ahead to when Don retires from the Treasurer position.

Mark Bouzianis asked the Selectmen what is going on with the winter ban parking tickets. He feels it is unnecessary to ticket cars when it is 60 degrees outside and it is not snowing.

The Assessing Contract for 2007 was signed by the Selectmen.

DDF Woods paid their taxes recently and asked for a Commercial Tax break because they do not have trash pick-up from the town and the residences do have trash pick-up. This was duly noted by the Selectmen.

The Selectmen went into a non-public session per RSA 91-A:3II to discuss Police Department salaries. At 8:49pm the meeting went back into public session.

Chief Reed gave the Selectmen a list of line items that could be deleted from his budget, but said there were consequences for each. Consequences such as uncovered time in Newfields when an officer on duty had to be in court, take sick time, or vacation time. Other times the Town might be uncovered would be when an officer not on duty had to appear in court and then take comp time. Comp time is taken at the end of an officer's shift.

Mark asked if the hours could be changed to reflect the needs of the department.

Chief Reed said no, it cannot be done. That end of shift hours would be cut and an officer not here for a regular shift would leave that shift uncovered.

Wes wants to accept the Police Department budget as delivered. There is good staff and the Town is well protected. The savings by deleting line items does not reward the efforts of the Police Department. Citizens can change the budget at the Deliberative Session.

Mark stated that there is not one big item to fix the budget. The Budget Advisory Committee is not punishing the Police Department, but is trying to work for the taxpayers' benefit.

Wes feels this is the best and most professional Police Department the Town has had in the fourteen years he has lived here.

James said he is ready to finalize the Police Department Budget. Wes made a motion to accept the Police Department Budget as submitted with the stipulation that any leftover funds that can be legally encumbered will be encumbered. James seconded the motion and the motion passed with two Selectmen in favor and one against.

This budget includes the Police Chief Salary of \$59,000. (an increase of \$4,410.), the Lt. at \$47,000. (an increase of \$2,000.), a full-time officer at \$34,231., and another full-time officer at \$38,500. There are no regularly scheduled part-time shifts for 2007 and the animal control officer is on an as needed basis. Part-time Police Officers are only used for sick time, vacation time, or training as needed.

The Chief was asked about parking tickets being issued recently with the warm temperatures and no snow on the ground. He stated that he has no authority to waive the Winter Parking Ban and everyone in Town has to be treated the same. The Winter Parking Ban benefits the Fire Department and Highway Department, not the Police Department.

He stated that residents can always call the Police Department if they are having a party and need to park on the street. He will give the okay to park on the street as long as there is no snow.

The third and final reading of the Winter Parking Ban was read. The hours of the ban are now 11:00pm through 6:00am November 15<sup>th</sup> thru April 15<sup>th</sup>.

The Chief asked again to have the pallets of slate removed from the rear of the Town Hall.

The insurance company has been notified of the potential claims with two former Police Officers who are looking for sick time payment. The claims will be kept on file and they need to be kept informed of any action taken. Wes stated that he has spoken with

Attorney Flygare and expects to hear from him on Wednesday so that a response can be sent to the Department of Labor by the due date.

Janet made a motion to increase the Town Hall rental fees as follows:

Non-resident \$250.00 for non-alcoholic function plus a \$100.00 security deposit

Non-resident \$350.00 for function with alcohol plus a \$100.00 security deposit

Resident \$75.00 for non-alcoholic function plus a \$100.00 security deposit

Resident \$100.00 for function with alcohol plus \$100.00 security deposit

Functions with alcohol will still have to obtain a Police detail and all rentals still require proof of insurance coverage.

A checklist for renters was also prepared in order for the Town to determine whether or not the security deposit will be refunded.

Non-profit organizations that benefit the Town will have the fee waived for up to five non-alcohol uses of the Town Hall at the discretion of the Selectmen. Examples of such organizations are: Boy Scouts/Girl Scouts, Historical Society, Garden Club and Newfields Sno-Raiders. All other terms and conditions will apply.

The new rates will take effect on January 1<sup>st</sup>, 2007.

James seconded the motion and the motion passed with all in favor.

NOAA is looking for status reports on the Piscassic Greenway project. The Selectmen asked Nancy to forward the e-mail to Brian Hart of the Southeast Land Trust of NH and to Alison Watts of the Conservation Commission for their assistance.

Wes made a motion to accept the minutes of the December 5, 2006 meeting as amended. James seconded the motion and the motion passed with all in favor.

The notice from East Kingston about a cell tower hearing was noted.

The balances in the Trust Funds were reviewed.

The Cemetery and Highway Department budgets were discussed briefly.

The Cable Committee asked to meet with the Selectmen in January to update them on the renewal cable contract negotiations.

At 10:00pm the meeting went into a non-public session per RSA 91-A:3II.

Wes made a motion to adjourn the meeting at 10:20pm. Janet seconded the motion and the motion passed with all in favor.

Respectfully submitted,

Nancy J. Spencer